

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 4146

**TITLE:** ANIMAL CARETAKER II

**GRADE:** S-15

**DEFINITION:**

Under general supervision, performs work directing and participating in the activities of positions charged with the care and feeding of animals caged at the County Animal Shelter; maintenance of the shelter and its grounds; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

Positions assigned to this class provide supervision to full performance level Animal Caretakers I.

**ILLUSTRATIVE DUTIES:**

Supervises (assigns, reviews, and schedules) work of Animal Caretakers I, volunteers, and community service assignees;

Assists with the animal care work of those supervised;

Trains staff and volunteers in safe, humane and efficient care of animals (wild, domestic, and livestock);

Maintains controlled drug and other routine records;

Refers animals for veterinary care (emergency and/or routine);

Assists veterinarian and directs and provides necessary after care for treated animals (administering medications, changing bandages and wraps, evaluating wound conditions and charting all procedures)

Determines animal suitability for adoption taking into consideration the age, condition and behavior of the animal;

Selects animals for euthanasia considering factors such as age, condition, adoptability, behavior and length of time at shelter;

Performs euthanasia and cremates other animals as a service to citizens;

Prepares rabies test specimens for Health Department;

Inoculates animals at intake when there is no other evidence of inoculation;

Directs use of incinerator for cremation, disposal of confiscated and outdated drugs, syringes, records and other sensitive materials brought for disposal by various local and state law enforcement agencies and mental health departments;

Ensures timely reports of bites and scratches to protect staff from rabies and other complications;

Interacts with public to inform and allay fears and misconceptions about detained animals.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of characteristics of different breeds of animals;

Knowledge of animal behavior indicators;

Knowledge of safe animal handling techniques;

Knowledge of inoculation and euthanasia techniques;

Knowledge of supervisory and work planning techniques;

Demonstrated interest in animals;

Ability to move heavy, immobilized or resistant animals;  
Ability to lift, carry, and move up to 50 pounds.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience and training equivalent to:  
High school graduation or a G.E.D. issued by a state department of education; AND  
Two years of experience in animal care as an Animal Caretaker I or as a veterinary assistant.  
(Graduation from an accredited Veterinary Technician program may be substituted for the required experience.)

**CERTIFICATES AND LICENSES REQUIRED:**

Possession of a valid Motor Vehicle Driver's License.

REVISED: October 19, 1992

REVISED: March 14, 1991